

From

The Chief Administrator,  
Haryana Urban Development Authority,  
Sector-6, Panchkula

To

1. All the Administrator(s) in HUDA.
2. All the Estate Officer(s)/Assistant Estate Officers in HUDA.

Memo No. A-KK-2008/UB-II/ **40181**

Dated: **1.12.2008**

**Subject: Guidelines for allotment of sites to the Social/Religious/Charitable Trust/Institutions for construction of place of worship/Dharamshala, Janjghar Community Centre etc.**

Ref: In suppression of this office memo no. A-5-91/26619 dated 26-12-1991.

The policy issued vide letter under reference has been re-examined and clause no. 3 has been amended.

The request for allotment of sites to the social/Religious/Charitable Trust/ Institutions for construction of place of worship/Dharamshala/Janjghar/Community Centre etc may be examined and referred to Head Quarters as per the following guidelines:-

1. That there shall be 2 numbers of sites earmarked in each residential sector at two separate places. Where there is only one Residential Urban Estate the maximum number of such sited may be four.
2. That the maximum size of site for a place of worship would be 1000 square meters. The maximum size for a Community Centre/Dharamshala/Janjghar (including place of worship) shall be 2000 square meters.
3. That the allotment of land for a place of worship shall be made taking in view the broad composition of different sect/religion at the State/District/Town level with due regard to minority community. Since the allotment of religious and other community sites are normally made

much prior to full habitation of a particular sector and hence the composition of people likely to settle in the sector may also be kept in view alongwith availability of religious sites of a particular sect/religious group in the surrounding area.

4. That the social/Religious/Charitable Trust/ Institutions should be a registered Institution.
5. That the Financial position of the Institution/Trust Society should be sound to pay the cost of land.
6. That the offer shall be made on the basis of letter of intent for a period of 9 months within which the social/Religious/Charitable Trust/ Institutions should get the building plan approved beside arranging funds for construction. After that regular allotment shall be made.
7. That the allotment of land shall be made on 99 years lease hold basis.
8. That in case the land is not used for the purpose for which it is allotted, the same shall be resumed in accordance with the provisions contained in the HUDA, Act, 1977 and Regulations made thereunder.
9. No change of land use shall be allowed.
10. That the transfer of plot shall not be allowed under any circumstances.
11. That atleast 25% construction of the permissible area of the main building shall be made within 2 years of the date of allotment in accordance with the approved zoning plan of the site failing which the allotment shall be cancelled in accordance with the provisions of HUDA Act, 1977 and Regulations framed thereunder.

12. That the construction on the plot shall be governed by zoning plan of the site which shall provide for the building zone, maximum ground coverage maximum height, FAR Parking area, type of boundary wall and gate etc. besides specifying the use of plot.
13. That shops shall not be constructed on any portion of land.

-Sd-

(Nadim Akhtar)

Incharge Urban Branch-11

For Chief Administrator HUDA.

Endst No. A-KK-2008/UB-II/ **40182-88**

Dated: **1.12.2008**

A copy of the above is forwarded to the following for information and necessary action:-

1. The Chief Town Planner, HUDA, Panchkula.
2. The Chief Controller of Finance, HUDA, Panchkula.
3. The Chief Engineer-1, HUDA, Panchkula.
3. The Chief Engineer-11, HUDA, Panchkula.
4. The L.R. HUDA, Panchkula.
5. The Enforcement Officer, HUDA, Panchkula.
6. Dy. E.S.A., HUDA, Panchkula.

-Sd-

(Nadim Akhtar)

Incharge Urban Branch-11

For Chief Administrator HUDA.